

**OFFICE OF THE CLERK  
UNITED STATES DISTRICT COURT  
for the  
MIDDLE DISTRICT of PENNSYLVANIA**



PETER WELSH  
Clerk of Court

U.S. Courthouse  
P.O. Box 1148  
235 North Washington Avenue  
Scranton, PA 18501-1148  
Internet Address: [www.pamd.uscourts.gov](http://www.pamd.uscourts.gov)

June 8, 2023

**Andy J. Oxenrider QP3860  
SCI - HOUTZDALE  
SPECIAL MAIL - OPEN ONLY IN THE PRESENCE OF THE INMATE  
P.O. Box 1000  
209 Institution Drive  
Houtzdale, PA 16698-1000**

1:23-cv-00942-KM Oxenrider v. Pennsylvania State Police Troop L. Schuylkill Haven et al

Dear Pro Se Plaintiff:

The court has received your documents and assigned it to the case number above. Please use this number in all future pleadings and correspondence regarding this case.

If you have simultaneously filed the proper application to proceed *in forma pauperis*, the matter has been forwarded to the court for consideration. If you have not filed the proper application to proceed *in forma pauperis*, an Administrative Order will be issued to you directing you to do so, together with the forms. Upon receipt of the **COMPLETED** and **SIGNED** forms, your case will then be forwarded to the Court for consideration.

Pro Se plaintiffs and petitioners are advised that they have an affirmative obligation to keep the court informed of his or her current address. If the plaintiff/petitioner changes his or her address while the lawsuit is being litigated, the plaintiff/petitioner shall immediately inform the court of the change in writing.

All future pleadings and correspondence regarding this case should be mailed to the following address:

U.S. Courthouse  
P.O. Box 1148  
235 North Washington Avenue  
Scranton, PA 18501-1148

[X ]      Complaint  
[ ]      Petition  
[ ]      Other

Sincerely,  
PETER WELSH, Clerk of Court  
By: EPP  
Deputy Clerk